Job Description

Position Job Title: Program Officer
Position Location: Atlanta, GA
Job Classification: Exempt / Full Time
Reports to: Executive Director

What We Do
With residents and partners, LISC forges resilient and inclusive communities of opportunity across America – great places to live, work, visit, do business and raise families.

Strategies We Pursue
Equip talent in underinvested communities with the skills and credentials to compete successfully for quality income and wealth opportunities.
Invest in businesses, housing and other community infrastructure to catalyze economic, health, safety and educational mobility for individuals and communities.
Strengthen existing alliances while building new collaborations to increase our impact on the progress of people and places.
Develop leadership and the capacity of partners to advance our work together
Drive local, regional, and national policy and system changes that foster broadly shared prosperity and well-being.

Over the last 40 years, LISC and its affiliates have invested approximately $20 billion in businesses, affordable housing, health, educational mobility, community and recreational facilities, public safety, employment and other projects that help to revitalize and stabilize underinvested communities. Headquartered in New York City, LISC’s reach spans the country from East coast to West coast in 34 markets with offices extending from Buffalo to San Francisco. Visit us at www.lisc.org

Position Description

Atlanta LISC is seeking candidates for the position of Program Officer. This position is responsible for LISC’s investment in real estate and housing programs in the Atlanta metro area. This position is also responsible for evaluating other LISC financial products and services that exist or may be developed such as SBA loans, charter school and healthy food financing, New Markets Tax Credits, Low-Income Housing Tax Credits, and patient capital pools. Guided by National LISC requirements and credit committees, this position will continually manage and oversee the Atlanta LISC loan portfolio. Also, the position is responsible for providing technical
assistance to nonprofit community development corporations on specifics of economic development, the housing development process, subsidy sources and other related fields.

Specific responsibilities of this position include:

- Originate, structure and underwrite financing requests, including analyzing operating performance, historical and projected financial performance, management capacity, organizational structure, and project feasibility for affordable housing projects.
- Work with community development partners to assess feasibility, develop realistic financing strategies, access public subsidies and conventional financing in order to assure successful project execution.
- Develop and implement a local lending strategy which responds to unmet needs in the housing and commercial market.
- Coordinate internal and external relationships that are critical to growth of the housing lending portfolio including relationships with LISC Housing and LISC Policy staff and other national and local staff, originators of Low Income Housing Tax Credit transactions via LISC affiliate NEF, financial institutions and other program partners.
- Develop strategic collaborations with public sector agencies at the local level.
- Performs additional duties, as required.

Qualifications

- Bachelor’s degree from an accredited college or university in business, finance, real estate or related fields. Master’s degree preferred.
- Minimum 7 years of demonstrated experience with housing and community development and/or multifamily real estate development is preferred, including project financing, market analysis, deal structuring, and financial analysis.
- Demonstrated ability to manage multiple, complex transactions at various stages and coordinate with multiple internal and external parties to meet approval and closing deadlines.
- Deep knowledge of financing products such as predevelopment, acquisition, construction, bridge and permanent loans; lines of credit; and tax credit equity.
- Strong understanding of and experience with community development financial models, including but not limited to low income housing tax credit investments, new markets mixed use tax credit investments, tax-exempt bonds and federal, state and city subsidy programs, including HUD programs.
- Strong verbal and written communication skills.
- Highly detail-oriented.
- Demonstrated interest in LISC’s community development mission.

Compensation

LISC provides a competitive salary and excellent fringe benefits for this position.
To apply, please email a cover letter and resume to: Dale Royal, Executive Director at fsresumes@lisc.org.

We thank all applicants for their interest, however only those candidates selected for interviews will be contacted. (No phone calls please)

LISC IS AN EQUAL OPPORTUNITY EMPLOYER
COMMITTED TO DIVERSITY AND INCLUSION